



Board Meeting June 19, 2013

Meeting Location: 10873 S. Bacchus Hwy (U-111) South Jordan, UT 84095

**Attending:**

Kane Loader, Chairman – Midvale City  
Rick Smith – Sandy City  
Steve Siddoway – Draper City  
Brent Bennett – Riverton City

Dave Newton, Vice Chairman – West Jordan City  
Russ Kakala – Murray City  
Gary Whatcott – South Jordan City

James Scott – Treasurer

Brenda Bingham - Secretary

**Also Attending:**

Dwayne Woolley – General Manager

Steve Elms – Board Auditor

Dan Moore – SLCoHD (came in after verbal roll call)

Phil Markham – Ace Disposal

Rochelle Smith – West Jordan City

**Absent:**

Craig Hall - Counsel

**1, 2, & 3. Welcome, Roll Call, Public Comment, and Approval of May 2013 Meeting Minutes**

Kane Loader called the meeting to order at 7:35 a.m. and welcomed all in attendance. Roll call was taken and is noted above. The meeting was opened to Public Comment, however none was made. Kane asked for any requested changes to the proposed May 2013 meeting minutes. No changes were requested.

*Rick Smith* made a motion to approve the May 2013 Meeting Minutes and *Steve Siddoway* seconded the motion. The motion passed unanimously.

**4. Treasurer's Report**

James Scott reported on the following:

*May 2013 Financial Statement* – James spoke about the financial statements for May. We are at 91.7% of our budget year and currently we are at 96% of budgeted revenue. The revenue does include \$250,000 for the sale of a fixed asset that was not budgeted for; however, if that revenue is backed out we would be at 93% of budget. We do anticipate that we will make our budget for revenue for this fiscal year. We are lower than overall budget for expenses, even though there are some line items that have gone over budget. At this time we are not planning on opening the budget for the current fiscal year. Gary asked what we believe our surplus will be this year in rough numbers. James did not have that number available but said it generally runs around \$300,000 that goes back into reserved accounts that we have earmarked for projects such as the transfer station. Dwayne said that the uncommitted funds roll over to unreserved earnings which is placed in the bank

and shows on the balance sheet. Dave noted that is around \$3.9 million. Dwayne said that the fund is saved for a rainy day or we can move it into the transfer station account that is currently underfunded. We haven't wanted to tie up those funds into a reserved project at this time. James also noted that we made a capital purchases in the form of an upgraded security system that includes features that will help us catch those who come on property after hours.

*Year End Audit* – The auditor is scheduled to come on August 19, 2013 to begin work on the end of fiscal year audit.

## **5 Legal Issues**

Craig Hall was excused from the meeting. Dwayne Woolley reported on the following in his place.

*Employee Disciplinary Appeal* – An employee appealed a disciplinary decision to Dwayne's level. Dwayne met with the employee and rendered his decision. During the discussion the employee said that with his explanation the employee felt he was treated fairly and the timeline to file further appeals expired yesterday.

*NURLA* - NURLA is still working on changing the by-laws before they open for additional members. Even though we are not a voting member we have been involved in the by-law changes. The plan is to approve them in their August meeting. The new name of the group will be UTAH ENVIRONMENTAL COOPERATIVE ORGANIZATION, which will allow the group to look at issues other than landfills.

## **6 Annual Election of Officers and Appeals Board**

Kane Loader turned the time over to Dwayne Woolley to conduct the Annual Election of Officers and Appeal Board. Dwayne reviewed that the office of Chairman, Vice Chairman, Secretary and Treasurer can be held by anyone.

*Chairman of the Board* – Dwayne opened the nominations for Chairman of the Board. Dave Newton nominated Kane Loader for Chairman of the Board and Brent Bennett seconded the nomination. No other nominations were made. Gary Whatcott made a motion to close nominations and Steve Siddoway seconded the motion. Kane Loader was voted in as Chairman of the Board by acclamation.

*Vice Chairman of the Board* -- Dwayne opened the nominations for Vice Chairman of the Board. Kane Loader nominated Dave Newton for Vice Chairman of the Board and Russ Kakala seconded the nomination. No other nominations were made. Brent Bennett made a motion to close nominations and Russ Kakala seconded the motion. Dave Newton was voted in as Vice Chairman of the Board by acclamation.

*Secretary* -- Dwayne opened the nominations for Secretary. Kane Loader nominated Brenda Bingham for Secretary and Brent Bennett seconded the nomination. No other nominations were made. Dave Newton made a motion to close nominations and Gary Whatcott seconded the motion. Brenda Bingham was voted in as Secretary by acclamation.

*Treasurer* -- Dwayne opened the nominations for Treasurer. Brent Bennett nominated James Scott for Treasurer and Kane Loader seconded the nomination. No other nominations were made. Gary Whatcott made a motion to close nominations and Russ Kakala seconded the motion. James Scott voted in as Treasurer by acclamation.

*Appeals Board* – Dwayne explained that the by-laws indicate that the Appeals Board is an appointed position but by tradition the Chairman and Vice Chairman have been appointed to the Appeals Board. Dwayne noted that if we update the by-laws we may choose to write that the Chairman and Vice Chairman automatically serve on the

75 Appeals Board. Gary Whatcott made a motion to appoint the Chairman of the Board and Vice Chairman of the  
76 Board to the Appeals Board. Brent Bennett seconded the motion. No other nominations were made.

77 **7 Public Hearing for FY 2013 – 2014**

78 Dwayne reviewed the budget for the Board prior to the Public Hearing scheduled for 8:00 a.m. The budget  
79 details were reviewed last meeting. A revised budget was sent out to the Board a few days prior to the meeting  
80 and James passed out copies with the changes from the previous meeting highlighted.

81 The changes spoken of are as follows:

- 82 • Additional \$600 in the telephone budget which is needed for the new style of GPS unit.
- 83 • \$1 million dollars transferred from the current budget to the new budget for the closure of Cell 4 Phase  
84 D due to the timing of the completion of the project.
- 85 • Improvements line item had \$9,500 moved from capital to expense.
- 86 • Reduced the capital line item for the IT from \$250,000 to \$225,000 because the bids are completed and  
87 we only need \$225,000.

88 At 8:00 a.m. Kane Loader opened the meeting for the Public Hearing, no additional people attended the meeting  
89 nor were there any public comments. No further discussion was held by the Board.

90 *Dave Newton* made a motion to close the Public Hearing for FY 2013 – 2014 and *Russ Kakala* seconded the  
91 motion. No one opposed.

92 **8. Approval of Resolution #13-05, FY Budget 2013 – 2014**

93 *Gary Whatcott* made a motion to approve Resolution #13-05 for the Adoption of the FY 2013 – 2014 Budget  
94 including the new attachment presented to the Board today. *Brent Bennett* seconded the motion. Dwayne read  
95 the resolution prior to the Roll Call Vote.

96 Roll Call Vote:

97	Midvale City	- Yes
98	Sandy City	- Yes
99	Riverton City	- Yes
100	South Jordan City	- Yes
101	Murray City	- Yes
102	Draper City	- Yes
103	West Jordan City	- Yes

104 **9. Approval of Resolution #13-04, Fee Schedule effective July 1, 2013**

105 Dwayne reviewed the changes made to the Fee Schedule. The changes were made for the cost increase for the  
106 Freon disposal which is a pass through cost and did not affect the budget. Additionally, Dwayne recommended  
107 changes to the portion of the Fee Schedule for the changes regarding E-Scrap. The SLCoHD requested that we  
108 change from the \$8.00 fee set for commercial disposal of E-Scrap to having the Fee Schedule read “rates as  
109 determined by SLCoHD”, that way we don’t have to adjust the Fee Schedule as changes are made. Dan Moore  
110 spoke about the upcoming changes in contracts which will result in fluctuating prices. Brent expressed his  
111 concern leaving the cost open ended. Dan explained that the fees that they collect are only to cover the  
112 expenses charged by the vendor. Rick noted that if we feel that it gets out of hand we can always change the

113 fee schedule. The Fee Schedule will now read that commercial E-Scrap will be charged at the current SLCoHD  
114 contract rate.

115 *Dave Newton* made a motion to approve Resolution 13-04 for Fee Schedule effective July 1, 2013 and *Gary*  
116 *Whatcott* seconded the motion.

117 Roll Call Vote:

118 Midvale City - Yes

119 Sandy City - Yes

120 Riverton City - Yes

121 South Jordan City - Yes

122 Murray City - Yes

123 Draper City - Yes

124 West Jordan City - Yes

125 **10. General Managers Report**

126 Dwayne Woolley reported on the following:

127 *Drilling / Piping / Lining Project* – Dwayne reported on the status of the Cell 4 closure project. The drilling  
128 portion is complete. We did drill a couple hundred total feet deeper than originally planned per Granger's  
129 request. Granger has agreed to pay for the additional cost and will send us a check accordingly. The lining  
130 contractor mobilized on Monday, however, we are waiting on some materials otherwise we are ready to begin  
131 that portion. In the past we have spend \$15,000 - \$20,000 for third party quality control however, the State has  
132 agreed to allow our Engineering Intern along with our consulting company (IGES) to provide the control.

133 *Sandy City Project* – Rick said that there is not much to report right now as they are still in the engineering  
134 design phase right now.

135 *Food Waste Trends* - Dwayne spoke of the food waste trends and that the graph has crossed on what is coming  
136 to the landfill. Organics are becoming more and more prevalent and paper is less. What that means for us is  
137 that paper degrades over time but that organics provide more gas potential so that is a good trend. There is a  
138 trend across the nation to get the organics out of the landfill. SLVSWMF has hired a compost consultant to  
139 explore adding food waste to their compost and with that adding a food waste pickup beginning with bulky  
140 waste from restaurants. The consultant came here to tour our operation. Dwayne agreed to the tour if the  
141 consultant would give us a summary on our operation and he said that from what he viewed he didn't have any  
142 recommendations. Furthermore, the consultant said that he doesn't feel that food waste should be going into  
143 the compost because we have a gas collection system and it is better in that function. If we have cities or  
144 citizens asking for us to consider adding a food waste residential pickup we need to look at the whole picture.  
145 Central Valley Solid Waste Facility asked Dwayne to review a project that they are looking at pursuing. One of  
146 the options that they are looking at is possibly adding food waste directly to their sewer plant. Dwayne will keep  
147 the Board updated on what is learned from their process / project. As a side note to trends, Los Angeles voted  
148 yesterday to ban plastic bags to be implemented over the next year and a half. There are 77 other cities in  
149 California that have banned plastic bags. Dwayne noted that plastic bags are our number one issue at the  
150 landfill.

151 *Drug & Alcohol Policy* – We have been working on revising the policy and will have Craig do a final review prior  
152 to presenting the new revision to the Board. It is our desire to implement the strongest policy that we can. Our  
153 current policy is very strict but we feel that it can be tightened as we do the update. Rick noted that Sandy's

154 policy is if they are caught violating the policy they are terminated.  
155 *Waste Expo Report* - Steve Siddoway and Dwayne both attended Waste Expo. Steve said that the conference  
156 was good. Dwayne said that he was able to view the new GPS system and some options that saved us some  
157 money.  
158 *WASTECON* – If you plan on attending the WASTECON Conference please let Brenda know as we are starting to  
159 make arrangements.  
160 *Retirement Contributions* – Dwayne spoke about how the State Retirement pension contributions have  
161 increased therefore decreasing our contribution to the 401(k) for our employees to .006%. We would like to  
162 come back to the Board with a proposal to change our current contribution breakdown which would be more  
163 beneficial to both the company and employees. Dwayne noted that many cities have started to go to a  
164 matching system which is the direction we believe that we would like to propose. Recommendations will be  
165 made in a few months.

166 **10 Executive Session**

167 The Board decided to enter an executive session to discuss both property acquisition and personnel issues.

168 *Brent Bennett* made a motion to enter an Executive Session for the purpose to discuss potential property  
169 acquisition and personnel issues and *Russ Kakala* seconded the motion.

170 Roll Call Vote:

171	Midvale City	- Yes
172	Sandy City	- Yes
173	Riverton City	- Yes
174	South Jordan City	- Yes
175	Murray City	- Yes
176	Draper City	- Yes
177	West Jordan City	- Yes

178

179 The Board entered the Executive Session, the minutes of which are separated and in the appropriate file.

180 The Board re-entered regular session with a follow-up with the motions:

181 ***Employee Insurance Coverage***

182 *Gary Whatcott* made a motion to make an amendment to the Employee Manual to state that Trans-Jordan will  
183 provide insurance coverage to each employee once and no dual coverage will be offered. Married employees  
184 who have all coverage under one employee (rather than two single policies) will have their insurance co-  
185 premiums covered by Trans-Jordan 100%. *Russ Kakala* seconded the motion. The motion passed unanimously.

186 The following is the written policy recommendation that was presented and approved by the Board during  
187 executive session:

188 Trans-Jordan will provide health and dental insurance to all employees. In the event that two Trans-Jordan  
189 employees are married, no dual insurance coverage for either employees or dependents will be provided.  
190 Coverage options for married employees will be as follows:

- 191       • Each employee can be covered under a single policy  
192       • Employees can be covered under one policy (2-party or family coverage)  
193             ○ Employees who choose to be covered under one policy will have their insurance co-premiums  
194               covered at 100% by Trans-Jordan Cities.

195       ***General Manager's Salary Adjustment***

196       *Russ Kakala* made a motion to adjust the General Manager's salary to redline of Grade 31 effective with the  
197       grade scale starting July 1, 2013. *Steve Siddoway* seconded the motion. The motion passed with a vote of six  
198       yea and one nay (Sandy City).

199       No other business was discussed. The next scheduled meeting is for August 15, 2013.

200       *Brent Bennett* made a motion to adjourn the meeting and *Dave Newton* seconded the motion. The meeting  
201       adjourned at 9:46 a.m.